

## **RALEIGH-DURHAM AIRPORT AUTHORITY**

### **MINUTES**

*November 21, 2002*

Chairman Gibbs presided. Present: members Clancy; Lane; Sparrow; Teer and Winston. Absent: members Parker and Toler. Also present: Airport Director Brantley; Deputy Director, Operations Shackelford; Deputy Director, Facilities Engineering & Maintenance Pittman; Deputy Director, Finance, Business & Administration Gill; Major Capital Improvements Program Director Powell; Customer Service & Organizational Support Director Damiano; Administration Director Umphrey; Parking Director Scialdone; Parking Administration Manager Slayton; Parking Equipment Manager Thornburg; Senior Program Manager Edmondson; Program Manager Quesenberry; Program Manager Cayton; Facilities Engineering Manager Jewett; Maintenance Manager Fulp; Customer Relations Supervisor Kawiecki; Properties & Insurance Officer Quinn; Emergency Services Manager Thompson; Assistant Law Enforcement Manager Tippet; Information Technology Manager Schiller; Communications Manager Hamlin; Ground Transportation Manager Odom; Ground Transportation Coordinator Nye; Environmental Officer Fischer; Financial Analyst Golden; Network Administrator King; Accountant Marion; Communications Specialist Dunton; Business Development Officer Hairston; Visitor Services Supervisor Creech; Volunteer Coordinator Watson; Public Transportation Supervisor Kiser; Executive Assistant Mitchell and Attorney Tatum.

Guests: Steve Cornell, Charles McCloskey, Ron McDaniel and Jerry Corthell, Parsons Transportation Group; Vicki Hyman, The News & Observer; Thomas McDonald, The Durham Herald-Sun; Scott Light, WTVD-TV; Tom Lawrence, WRAL-TV; Rev. Dennis Stiles; Ben Taylor and Lee Churchill.

**APPROVAL OF AGENDA** – There were no changes to the agenda, and it was approved as submitted.

**APPROVAL OF MINUTES** – There were no changes to the minutes of the October 15 and October 17, 2002 meetings, and they were approved as submitted.

**CHAIRMAN’S COMMENTS** – Chairman Gibbs wished everyone a happy Thanksgiving holiday.

**MARKETING & SERVICES COMMITTEE** – Member Teer reported the Committee met on November 21, 2002 and discussed the following items:

1. Review of the year-end 2002 holidays’ communications and operations plan. Communications Manager Hamlin reported that the public awareness campaign began November 11, 2002. The theme of this year’s holiday travel program is “Get Ready for Takeoff.” The campaign will focus on tips that inform passengers what they can expect when they arrive at the Airport and what they can do to make their trip hassle-free. The campaign will use a variety of strategies to communicate this message to the public. Passengers will be encouraged to go to the RDU website ([www.rdu.com](http://www.rdu.com)) for complete information and more travel tips. The campaign components include the *RDU Update Holiday Issue*; *Get Ready for Takeoff Travel Guide*; the *Holiday Travel Guide* via the RDU Website; media relations to introduce “Get Ready for Takeoff”; press releases; banners in the terminals; and television and radio advertising. The Committee viewed a 30-second television commercial that will be featured on CNN monitors in the terminals.

2. Report on the airport services mystery-shopping program. Customer Relations Supervisor Kawiecki reported on the airport services mystery shopping program. During the month of December, a local marketing company, Confero, will conduct mystery shopping with an emphasis on parking, janitorial, security and food. The mystery shoppers will be rating specific things as outlined in a list of questions. A copy of the questions was distributed to the Committee.
3. Review of the proposed marketing plan associated with institution of "Pay-on-Foot" revenue collection for the public parking facilities between the terminals coincident with the opening of Parking Garage 4 in 2003. Sally Johns of Sally Johns Designs presented a PowerPoint presentation that outlined the marketing plan for the "Pay-on-Foot" revenue collection. The pay-on-foot program will be entitled "Exit Express...The Easy Way Out." The program will be launched coincident with the opening of Parking Garage 4 in 2003.

The Authority received the reports and no further action was required.

**LAW, FINANCE & PERSONNEL COMMITTEE** – Member Winston reported the Committee met on November 21, 2002 and discussed the following items:

1. Consideration of establishing a new capital project and an initial project budget for Terminal C Renovation & Expansion, RDU #070399. Staff requested that a new capital project and initial capital budget dedicated to the Terminal C renovation and expansion project be established. With the award of contracts for architectural, program management and construction management services for renovation and expansion of Terminal C, the nature of the project activities is changing significantly from planning to design-related. It is appropriate to establish a new capital project dedicated to Terminal C renovation and expansion to cover the design-related activities and all subsequent activities including construction. Staff recommended an initial budget of \$3,500,000. This amount will cover the initial services of the design firm, Fentress Bradburn Architects, authorized in the interim agreement approved by the Authority at the October 17, 2002 meeting, and also will cover the initial services of the program and construction management firm, Parsons Transportation Group, for the Terminal C project authorized in the agreement to be considered by the Authority at its November 21, 2002 meeting. The initial amount of the Fentress agreement is \$1,400,000, and the recommended initial amount of the Parsons agreement attributable to the Terminal C project is \$2,020,495. Staff recommended that concurrently with establishing the new project and its initial budget the budget for Terminals A & C Expansion Planning, RDU #070289, be reduced by \$1,400,000. With establishment of the new project for renovation and expansion of Terminal C, it is appropriate to incorporate the Fentress agreement into the new project rather than leave it in the planning project. The Committee recommended approval of the staff request.

Member Winston made a motion, seconded by member Clancy, to establish a new capital project with an initial budget of \$3,500,000 for Terminal C Renovation & Expansion, RDU #070399, and reduce the budget for Terminals A & C Expansion Planning, RDU #070289, by \$1,400,000. Adopted.

2. Findings resolution authorizing staff to file an application for sale of revenue bonds with the North Carolina Local Government Commission. A Findings Resolution was presented

which allows staff to file an application to sell revenue bond anticipation notes with the North Carolina Local Government Commission. The resolution reads as follows:

*RESOLUTION OF THE RALEIGH-DURHAM AIRPORT  
AUTHORITY DIRECTING THE FILING OF AN APPLICATION  
WITH THE LOCAL GOVERNMENT COMMISSION FOR  
APPROVAL OF THE ISSUANCE OF \$35,000,000 AIRPORT  
REVENUE BONDS AND NOT TO EXCEED \$35,000,000  
AIRPORT REVENUE BOND ANTICIPATION NOTES IN  
ANTICIPATION THEREOF, ADDRESSING CERTAIN  
RELATED MATTERS AND MAKING RELATED FINDINGS.*

*WHEREAS, the Authority has determined that it is advisable to provide for the design, acquisition, construction, extension, betterment, equipping and installation of improvements at the Raleigh-Durham International Airport;*

*WHEREAS, the Authority hereby determines that the construction of a general aviation terminal and an operations center, the construction of a ramp expansion, including the relocation of Taxiway D, and the improvement of Terminal C and associated facilities, including architectural, pre-construction and construction undertakings in connection therewith (collectively, the "Project"), must be undertaken by the Authority, at a cost in excess of \$35,000,000, including the costs of financing the Project;*

*WHEREAS, the Authority desires to authorize its Chairman, Airport Director, Deputy Director-Finance, Business and Administration and Director of Finance to apply to the North Carolina Local Government Commission for its approval of the issuance of airport revenue bonds in the amount of \$35,000,000 (the "Bonds") and revenue bond anticipation notes in anticipation of the receipt of the proceeds of the sale thereof in an amount not to exceed \$35,000,000 (the "Notes") to pay costs of the Project including fees and expenses, and to take all other action necessary in connection therewith;*

*WHEREAS, the Authority desires to sell the Notes, at private sale and without advertisement, to Wachovia Bank, N.A., pursuant to the provisions of a proposal from the Bank (the "Commitment"), subject to approval of the Authority and the North Carolina Local Government Commission; and*

*WHEREAS, the Authority desires to retain First Albany Corporation as financial advisor, LeBoeuf, Lamb, Greene & MacRae, L.L.P., as bond counsel, Moore & Van Allen, PLLC as Authority Counsel, The Bank of New York as trustee, subordinated obligation trustee, registrar and paying agent, Central Carolina Bank, a Division of National Bank of Commerce as co-trustee and co-subordinated obligation trustee and Leigh Fisher Associates as Feasibility Consultant, in connection with the issuance of the Bonds and/or the issuance and sale of the Notes.*

*NOW, THEREFORE, BE IT RESOLVED by the Authority, as follows:*

*Section 1. That the Chairman, Airport Director, Deputy Director-Finance, Business and Administration and Director of Finance of the Authority are hereby authorized, directed and designated to file an application with the Local Government Commission for its approval of the Authority's issuance of the Bonds and the Notes.*

*Section 2. That the Authority finds and determines and asks that the Local Government Commission find and determine from the Authority's application and supporting documentation:*

- (i) That the issuance of the Bonds is necessary and expedient;*
- (ii) That the amount of the Bonds is adequate but is not excessive, when*

- added to other money available to the Authority, for the proposed purpose of the Bonds;*
- (iii) *That the Project is feasible;*
- (iv) *That the Authority's debt management procedures and policies are good; and*
- (v) *That the Bonds can be marketed at a reasonable interest cost to the Authority.*

*Section 3. That the Local Government Commission is hereby requested to sell the Notes at private sale and without advertisement.*

*Section 4. That the Chairman, Airport Director, Deputy Director-Finance, Business and Administration and Director of Finance of the Authority are hereby authorized to do any and all things necessary to effectuate the issuance of the Bonds and the issuance and sale of the Notes.*

*Section 5. That the proposal set forth in the Commitment submitted by Wachovia Bank, N.A. offering to purchase the Notes is hereby approved. The North Carolina Local Government Commission is hereby requested to sell the Notes to the Bank, subject to the approval of the Authority. The Chairman, Airport Director, Deputy Director - Finance, Business and Administration and Director of Finance are hereby authorized and directed in the name and on behalf of the Authority to execute and deliver the Commitment in substantially the form presented to the Board, together with such changes, additions and deletions as the Chairman, Airport Director, Deputy Director - Finance, Business and Administration and Director of Finance, with the advice of counsel, may deem necessary and appropriate, such execution and delivery to be conclusive evidence of the approval and authorization thereof.*

*Section 6. That the Chairman, Airport Director, Deputy Director-Finance, Business and Administration and Director of Finance of the Authority are hereby authorized and directed to request the Board of Commissioners of the County of Wake to approve the issuance of the Bonds and Notes after a public hearing.*

*Section 7. That the retention and selection of First Albany Corporation as financial advisor, LeBoeuf, Lamb, Greene & MacRae, L.L.P. as bond counsel, Moore & Van Allen, PLLC, as Authority counsel, The Bank of New York as trustee, subordinated obligation trustee, registrar and paying agent and Central Carolina Bank, a Division of National Bank of Commerce, as co-trustee and co-subordinated obligation trustee, in connection with the issuance of the Bonds and the issuance and sale of the Notes, is ratified, confirmed and approved in all respects and that the retention and selection of Leigh Fisher Associates in connection with the issuance and sale of the Notes is ratified, confirmed and approved in all respects.*

*Section 8. That this Resolution shall become effective on the date of its adoption.*

Member Winston made a motion, seconded by Member Clancy, to approve a findings resolution authorizing staff to file an application for the sale of revenue bond anticipation notes with the North Carolina Local Government Commission. Adopted.

3. *Consideration of a proposed adjustment in the Capital Budget for Future Facilities Planning and Environmental Documentation, RDU #010409.* Staff requested a budget adjustment for the Future Facilities Planning and Environmental Documentation project, RDU #010409. The requested increase is \$31,000, from \$1,600,000 to \$1,631,000, to cover development of a financial feasibility model. This model will assist in projecting the Authority's capacity for future debt and in determining the effect of added debt on the Authority's cash flows and

anticipated rates and charges. The Committee recommended approval of an increase in the Capital Budget in the amount of \$31,000.

Member Winston made a motion, seconded by member Lane, to approve an increase in the Capital Budget for Future Facilities Planning & Environmental Documentation, RDU #010409, in the amount of \$31,000. Adopted.

**LAND & DEVELOPMENT COMMITTEE** – Member Teer reported the Committee met on November 21, 2002 and discussed the following items:

1. Presentation of plans by ANC Corporation to construct an additional building at the National Car Rental service center facility in conjunction with consolidation of National and Alamo car rental operations there. Representatives of CM Architecture presented examples of the proposed exterior of an additional building to be constructed at the National Car Rental servicecenter facility. An architect's rendering of the proposed facility was used to illustrate the size and location of the proposed facility on the property.
2. Consideration of bids received on November 1, 2002 for repairs to Airside Drive pavement adjoining the remote fuel pickup facility, Airside/Landside Pavement & Drainage Repairs, RDU #080439. Bids for repairs to the pavement on the east section of the Airside Drive service road were received on November 1, 2002. The contract includes the removal of distressed asphalt pavement, restoring the subbase as required, installation of an underdrain and repaving the roadway. Bids were received from the Nello L. Teer Company, Rifenburg Construction, Inc., Archer Western Contractors Ltd. and Barnhill Contracting Company. Rifenburg submitted the low bid of \$108,825. The total project budget is \$2,750,000. Current project obligations total \$2,038,036. Unobligated funds remaining in the budget are \$711,964. Upon approval of this contract, the new total obligation for the project will be \$2,146,861 and the budget remaining will be reduced to \$603,139. The Committee recommended accepting the low bid of \$108,825 and awarding the contract to Rifenburg Construction, Inc.
3. Consideration of bids received on November 7, 2002 for New Authority Operations Center, RDU #070369. The following bids were submitted for the New Authority Operations Center: American South General Contractors at \$6,679,000; Archer Western Contractors Limited at \$6,710,000; Barnhill Contracting Company at \$6,738,503; Beers Skanska, Inc. at \$6,747,000; C.T. Wilson Construction Co., Inc. at \$7,082,124; Choate Construction Company at \$7,398,000; D.H. Griffin Construction LLC at \$6,533,000; Ellis-Walker Builders, Inc. at \$7,404,400; J.M. Thompson Company at \$6,637,000; and White Construction Company at \$6,840,000. D.H. Griffin proposed DBE participation of 5.97% versus the Authority's goal of 10%. The Committee recommended accepting the low bid of \$6,533,000 and awarding the contract to D.H. Griffin Construction LLC, subject to further negotiation with D.H. Griffin on its MBE participation by staff and Attorney Tatum.
4. Consideration of an Amendment to the Agreement with O'Brien/Atkins Associates, PA for construction phase architectural services for New Authority Operations Center, RDU #070369. The proposed Amendment to the Agreement with O'Brien/Atkins Associates for architectural services for the New Authority Operations Center authorizes the Architect to provide construction phase services including review and approval of contractor submittals and requests for information, conducting and documenting inspection of construction for compliance

with the construction documents, review and approval of pay requests, attending weekly progress meetings, reviewing and responding to change order and construction change directives, reviewing and responding to contractor claims, participating in final completion inspections, preparing record drawings, and reviewing project close-out documents. The Operations Center is to be a five-story building constructed adjacent to the future parking toll plaza in the terminal area. The building will house the Authority's Parking, Law Enforcement, Operations, Communications, Security Systems and Ground Transportation functions. The architect's fee for services is increased by \$251,720 from \$746,600 to \$998,320. The fee will be billed on an hourly basis. The amendment also establishes an allowance of \$8,000 for reimbursable expenses for this phase of the work. Funds are available in the project budget. The Committee recommended approval of the Amendment to the Agreement with O'Brien/Atkins Associates.

5. Consideration of an Amendment to the Agreement with Atkins, Hanscomb, Faithful & Gould for construction phase construction management services for New Authority Operations Center, RDU #070369. The proposed Amendment to the Agreement with Atkins, Hanscomb, Faithful & Gould for construction management services for the New Authority Operations Center authorizes the Consultant to provide services during the construction phase including administrative management of the construction contract, review of contractor submittals and requests for information, maintaining the project schedule, holding construction progress and management meetings, coordinating participation of the architect with respect to all project inspections, maintaining a record of all construction documents, monitoring contractor maintenance of the construction site, monitoring the progress of the contractor, administering preparation and negotiation of change orders and construction change directives, reviewing and approving payment requests, and administering construction close-out procedures. The fee for services will be increased by \$361,077 from \$156,212 to \$517,289. The Committee recommended approval of the Amendment to the Agreement with Atkins Hanscomb, Faithful & Gould.
  
6. Consideration of a staff recommendation on firms to provide construction phase material testing services for General Aviation Terminal Building, RDU #080334, New Authority Operations Center, RDU #070369, and Westside Storm Water Management Facilities, RDU #070378. Staff presented a recommendation on selection of firms to provide construction phase material testing services as subconsultants to Parsons Transportation Group in connection with the General Aviation Terminal Building, the new Authority Operations Center Building, and the Westside Storm Water Management Facilities projects. The selected firms for provision of services on these projects will enter into contracts with the Authority. Parsons Transportation Group will manage and direct the work of the selected firms. The Request for Proposals for pre-construction and construction phase support services was available on-line at [www.rdu.com/rdubusiness](http://www.rdu.com/rdubusiness) beginning on October 16, 2002. Additionally, the Request for Proposals was mailed to 171 firms. Parsons held a Preproposal Conference on October 22, 2002. Representatives of 8 firms attended the conference. The deadline for submitting proposals was 4:00 p.m., October 30, 2002. Parsons received proposals from the following eight firms: MACTEC Engineering and Consulting, Inc.; NFE Technologies, Inc.; Professional Service Industries, Inc.; S&ME, Inc.; Tai and Associates with Froehling and Robertson, Inc.; Titan Atlantic Group; and Trigon Engineering Consultants, Inc. Based on joint review of the proposals by Authority staff and Parsons, including responsiveness to the stated requirements, qualifications and experience of the proposed project manager and other key personnel, qualifications and experience of the firms, and previous experience on similar projects, Authority staff ranked

MACTEC first and S&ME second for construction phase material testing services for the Westside Storm Water Management Facilities project. Staff ranked NFE Technologies first and Trigon Engineering second for construction phase material testing services for the General Aviation Terminal Building. Staff ranked Trigon Engineering first and Titan Atlantic second for construction phase material testing services for the New Authority Operations Center Building. The Committee recommended approval of the staff recommendations.

7. Consideration of an Agreement with Parsons Transportation Group for program and construction management services for Terminal C Renovation & Expansion, RDU #070399, and other projects. The proposed Agreement with Parsons Transportation Group provides for program and construction management services for Terminal C Renovation & Expansion, Taxiway D Relocation & Terminal C Apron Expansion, New Authority Operations Center and General Aviation Terminal, and agency construction management services for all of the projects except the New Authority Operations Center, for which the construction management services will be provided by another firm. The term of the agreement is five years, or through completion of the projects, with services authorized by amendment to the agreement annually on a fiscal year basis beginning April 1, 2003. The agreement initially authorizes services through the end of the current fiscal year on March 31, 2003. The scope of services and of the projects requires the consultant to establish a staff working full-time at the Airport during implementation of the projects and committed solely to those projects. The consultant's staff will be housed in an office building on the airport supplemented by modular office units. The scope of services includes, but is not limited to, Program Formulation Services, Pre-Construction Services and Construction/Post Construction Services. The total maximum payments by the Authority to the Consultant for the services authorized under this Agreement are not to exceed \$2,567,285. Compensation for personnel expenses will be based on unit costs against the fixed ceiling amount of \$1,532,000. Reimbursement for allowable expenses will be made based on direct costs not to exceed \$935,285. The total maximum payments include a contingency allowance of \$100,000 for additional services and/or reimbursable expenses as determined by the Authority at its sole discretion through its Project Director. The Committee recommended approval of the proposed Agreement with Parsons Transportation Group for program management and support services for Terminal C Renovation & Expansion and the other projects.
8. Consideration of a staff recommendation on firms to provide building engineering services as sub-consultants to Ove Arup & Partners for Terminal C Renovation & Expansion, RDU #070399. Staff recommended selection of firms to provide structural, electrical and plumbing engineering services as subconsultants to Ove Arup and Partners, a subconsultant to Fentress Bradburn Architects, in connection with Terminal C Renovation & Expansion. At the October 17, 2002 Land & Development Committee meeting, staff recommended the selection of Ove Arup and Partners to provide structural, mechanical, electrical and plumbing engineering services as sub-consultants to Fentress Bradburn Architects for the Terminal C Renovation & Expansion project. The Committee accepted that recommendation. Arup, in its proposal, proposed to employ two firms as sub-consultants for the services -- RMF Engineering for mechanical, electrical and plumbing engineering and Stewart Engineering for structural engineering. The Committee suggested it was not prepared to act on the inclusion of Stewart Engineering on the Arup team until Stewart was reviewed further. Additionally, the Committee took no action on the two firms proposed as sub-consultants to Arup. The staff and representatives of Parsons, Arup and Fentress Bradburn conducted a review of Stewart using various approaches, including

discussions with project managers on Stewart-engineered projects now in construction, discussions with architects that have previously employed Stewart and are currently employing Stewart on projects, a meeting involving representatives of Stewart, Arup and Fentress Bradburn, and a review, by Arup, of construction documents prepared by Stewart. Based on the reviews by staff, Parsons, Arup and Fentress Bradburn and on subsequent discussion among those parties, staff affirmed the recommendation of Stewart Engineering to provide structural engineering services. Additionally, staff continued its recommendation of RMF Engineering to provide mechanical, electrical and structural engineering services. The Committee recommended approval of the staff recommendations.

9. Consideration of a staff recommendation on firms to provide engineering and land surveying services as subconsultants to Fentress Bradburn Architects Limited for Terminal C Renovation & Expansion, RDU #070289. Staff recommended selection of firms to provide geotechnical, land surveying, environmental and landside civil engineering services as subconsultants to Fentress Bradburn Architects in connection with the Terminal C Renovation & Expansion project. Fentress Bradburn was earlier selected to serve as the Project Architecture Firm for the project, but that selection did not include selection of engineering and other non-architectural subconsultants to Fentress in order to allow joint, qualifications-based selection of these subconsultants by the Project Architecture Firm and the Authority. The firms chosen to provide these services will enter into contracts with Fentress Bradburn, which will manage and direct the work. The Request for Proposals for geotechnical, land surveying, environmental and landside civil engineering design services was made available on-line at [www.rdu.com/rdubusiness](http://www.rdu.com/rdubusiness) beginning on October 10, 2002. Additionally, the Request for Proposals was mailed to 151 firms listed. Parsons held a Preproposal Conference on October 17, 2002. Representatives of 29 firms attended the conference. The deadline for submitting proposals was 4:00 p.m., October 24, 2002. Twenty-two proposals were received. Staff held a meeting with Fentress Bradburn on November 7, 2002 to discuss the results of Fentress Bradburn's investigation of the above firms. Chuck McCloskey, the project manager for Parsons, participated in the meeting. Based on joint review of the proposals by Authority staff and Fentress Bradburn, including responsiveness to the stated requirements, qualifications and experience of the proposed project manager and other key personnel, previous experience on similar projects, perception of and approach to the project, the results of Fentress Bradburn's telephone interviews, and the results of the Authority's discussions with Fentress Bradburn, staff ranked TAI and Associates first and GeoTechnologies second for geotechnical services; KCI first and Barbara H. Mulkey Engineering, Inc. second for land surveying services; Associated Environmental Consultants & Engineers, Inc. first and MACTEC Engineering & Consulting, Inc. second for environmental services; and T. Y. Lin first and Carter & Burgess second for landside civil engineering services. TAI and Associates is currently seeking certification as an MBE with the Authority. Associated Environmental Consultants & Engineers, Inc. is certified as an MBE with the State of North Carolina and the City of Raleigh, but the firm is not currently certified as an MBE with the Airport Authority. The Committee recommended approval of the staff recommendations.
10. Consideration of a Change Order with Archer Western Contractors Limited for Parking Garage 4 and Airline Cargo & Warehouse Buildings, RDU #070319. Proposed Change Order No. 8 with Archer Western Contractors, Ltd. resolves the value of miscellaneous additional work items including modifications to South Cargo Building 1R for tenant use and/or code compliance, revisions to landscape materials in the lightwell of Parking Garage 4, miscellaneous

site demolition and additional utility work involving irrigation systems, storm drainage, temporary electrical and communication services and duct bank revisions, and various other miscellaneous items. Based on resolution of the values of additional work items, the Contract Sum will be increased by \$146,011.55 from \$105,860,545.95 to \$106,006,557.50. No change in the Contract Time is authorized by this Change Order. The Committee recommended approval of Change Order No. 8 with Archer Western Contractors, Ltd.

11. Consideration of proposals received on October 16, 2002 for a parking access and revenue control system, an element of Parking Garage 4 and Airline Cargo & Warehouse Buildings. Staff recommended selection of a vendor to provide a parking access and revenue control system to replace the existing system. The system includes gate assemblies, ticket dispensers, detection loops, communication cabling, fee computers, pay stations, AVI readers and antennas, computer software and hardware, CCTV units, dynamic signs and other related items. The system will be installed in all public and employee parking facilities. Public parking facilities include the main terminal area parking lots (hourly and daily) and remote parking lots (Park and Ride Lots 1, 2, 3, 4 and 5). Employee parking facilities include the main employee lot at Park and Ride Lot 4, various terminal area lots, and various general aviation area lots. This contract is an element of the Parking Garage 4 and Airline Cargo & Warehouse Buildings project, RDU #070319. This procurement is being made in accordance with NCGS 143-135.9 for the purchase of information technology goods and services as defined in NCGS 147-33.81(2). The Authority required interested vendors to submit qualification statements for review and approval by the Authority. As a result of review of the qualification statements, the following vendors were pre-qualified by the Authority: Ascom, CTR, Federal APD and Scheidt & Bachmann. The plans, specifications, and contract documents were provided to the pre-qualified vendors on August 15, 2002. The deadline for submitting proposals was 4:00 p.m., October 24, 2002. The Authority received proposals from CTR, Federal APD and Scheidt & Bachmann. The price proposal of CTR was \$3,898,000, that of Federal APD was \$3,931,809, and that of Scheidt & Bachmann was \$3,388,310. The proposers provided supplementary information in response to requests from the Authority. Proposals were evaluated to determine which proposal offers the best trade-off between price and performance where quality is considered an integral performance factor. Staff's award recommendation was based upon multiple factors including the total cost of ownership, meaning the cost of acquiring, operating, maintaining and supporting a product, service or system over its projected useful lifetime; the evaluated technical merit of the proposal; the proposer's past performance; and the evaluated probability of performing the requirements of the contract on time, with high quality and in a manner that accomplishes the stated business objectives. Staff and the Authority's Consultant (Walker Parking Consultants) reviewed the proposals, discussed evaluations, and concluded the Scheidt & Bachmann and Federal APD proposals were significantly more responsive to the submittal requirements stated in the solicitation than the CTR proposal. Therefore, the CTR proposal was not considered further. Interviews were conducted with representatives of Federal APD and Scheidt & Bachmann on November 7, 2002. During the interview, Scheidt & Bachmann personnel were focused, approached the discussions from a technical and engineering perspective, and demonstrated a better understanding of sequencing and schedule requirements for the project relative to the Federal APD personnel. Also, Federal APD took exception to general conditions contract provisions as issued in the Request for Proposals and would require negotiation of contract provisions prior to acceptance of the award. Scheidt & Bachmann took no exception to any of the general conditions contract provisions. Overall, the Scheidt & Bachmann system, including equipment, software and technical support outlined in the proposal, was viewed as better quality relative to the systems proposed by

the other vendors. The Committee recommended award of the contract to Scheidt & Bachmann in the amount of \$3,388,310.

Member Teer made a motion, seconded by Member Clancy, to approve the Committee recommendations for Items 2 through 11 of the Committee report. Adopted.

12. Consideration of acquisition of a parcel of property on Globe Road. Staff proposed possible acquisition of a parcel of property on Globe Road near the site of a planned future runway and requested that Attorney Tatum be authorized to negotiate with the property owner on the Authority's behalf. The Authority made an offer for the property several years ago, but a counteroffer by the property owner was not acceptable to the Authority. If an acceptable price cannot be negotiated by December 31, 2002, staff requested that the Authority authorize Attorney Tatum to update the appraisal previously obtained by the Authority and to file a condemnation action to acquire the property, which consists of approximately 7.5 acres of total land including a pond covering several acres, several acres in the flood pool of the Brier Creek Reservoir, and about 2 acres of usable land. The Committee recommended approval of the staff request. Attorney Tatum asked that the Committee recommendation be modified to provide that if initial negotiations do not appear to be headed toward a successful outcome, the Authority authorize condemnation of approximately one-third acre of the parcel while the negotiations continue. If the negotiations do not result in a successful outcome by December 31, 2002, then the Authority will be asked to authorize condemnation of the entire parcel.

Member Teer made a motion, seconded by Member Clancy, to authorize Attorney Tatum to commence negotiations for purchase of the property on Globe Road and to authorize Attorney Tatum to file a condemnation action on approximately one-third acre of the property if the initial negotiations do not appear to be headed toward a successful outcome while the negotiations continue. Adopted

**TRIANGLE ICON 2003 FUNDING REPORT** – Mr. Ben Taylor reported that \$400,000 in funding for the proposed Triangle Icon 2003 project had been secured by Thad Woodard and him to be provided by a contribution of \$100,000 from each of the Authority's four owning jurisdictions.

**TRIANGLE ICON 2003 ARTIST REPORT** – Customer Service & Organizational Support Director Damiano reported that a Request for Proposals was issued through the Authority's website for artists that specialized in large scale works of art. Twenty proposals were received. Staff interviewed four artists and viewed their conceptual designs and proposals. Staff ranked Wellington Reiter first, Alison Sky second, Ron Fischer third and Maria Artemis fourth. Staff requested authorization to continue negotiations with Wellington Reiter and to make a presentation and bring a proposed artist agreement for the Triangle Icon 2003 to the Authority next month.

Member Teer made a motion, seconded by Member Sparrow, to authorize staff to engage in negotiations with Wellington Reiter and to bring a proposed artist agreement to the Authority next month. Adopted.

**MEMBER COMMENTS/REPORTS** – Member Teer and Member Sparrow wished everyone a great Thanksgiving.

**GENERAL COUNSEL'S REPORT** – Attorney Tatum had no comments at this time.

## **AIRPORT DIRECTOR'S REPORT –**

- Enplaned passengers for October 2002 totaled 363,537 versus 312,532 for October 2001 for a 16.3% increase. Year-to-date 2002 enplaned passengers totaled 3,576,529 versus 4,172,967 for year-to-date 2001 for a 14.3% decrease.
- Deplaned passengers for October 2002 totaled 364,511 versus 311,920 for October 2001 for a 16.9% increase. Year-to-date 2002 deplaned passengers totaled 3,575,164 versus 4,178,954 for year-to-date 2001 for a 14.5% decrease.
- Enplaned air cargo for October 2002 totaled 8,711,255 pounds versus 9,301,657 pounds for October 2001 for a 6.4% decrease. Year-to-date 2002 enplaned air cargo totaled 81,842,963 versus 100,629,349 for year-to-date 2001 for an 18.7% decrease.
- Deplaned air cargo for October 2002 totaled 11,108,537 pounds versus 11,545,863 pounds for October 2001 for a 3.8% decrease. Year-to-date 2002 deplaned air cargo totaled 103,135,743 versus 105,916,541 for year-to-date 2001 for a 2.6% decrease.
- Weekday scheduled flight departures for October 2002 totaled 221 versus 186 for October 2001 for an 18.8% increase.
- Aircraft operations for October 2002 totaled 20,532 versus 19,383 for October 2001 for a 5.9% decrease. Year-to-date 2002 aircraft operations totaled 204,339 versus 236,815 for year-to-date 2001 for a 13.7% decrease.
- The number of vehicles exiting the terminal area public parking lots during October 2002 totaled 158,862 versus 144,926 for October 2001 for a 9.6% increase. The year-to-date 2002 number of vehicles exiting the terminal area public parking lots totaled 1,641,201 versus 1,996,845 for year-to-date 2001 for a 17.8% decrease.
- The number of taxicab trips taken during October 2002 totaled 12,814 versus 12,281 during October 2001 for a 4.3% increase. The year-to-date 2002 number of taxicab trips totaled 114,706 versus 112,304 for year-to-date 2001 for a 2.1% increase.
- On December 4, 2002, the State Energy Office, NC Dept. of Administration and the U.S. Department of Energy, partnered with Triangle J Council of Governments, the Triangle Clean Cities Coalition, the NC Solar Center and the Raleigh-Durham Airport Authority, will sponsor a workshop entitled Airports & Alternative Fuels Workshop. The workshop will be held at the RDU Center. Everyone is invited to attend the workshop to learn about alternative fuel choices related to airport operations.
- On October 31, 2002, the Federal Aviation Administration published in the Federal Register the Authority's application for approval to implement a passenger facility charge. Approval or disapproval will be granted by February 12, 2003. The Authority hopes to be in a position to implement the passenger facility charges by April 1, 2003, the start of the next fiscal year.

- A special call telephone meeting of the Authority is planned for December 5, 2002 at 1:00 pm to adopt a resolution authorizing the issuance and sale of the Revenue Bond Anticipation Notes and matters related thereto, and to discuss financial arrangements associated with the proposed construction by Southern Jet of aircraft hangars.
- Ground Transportation Manager Odom reported on the status of the contract negotiations with Dulles Airport Taxi, Inc. to provide taxicab stand manager services for the Airport. Vans will be deleted from the total fleet of vehicles, with a resulting fleet mix of 60% sedans and 40% sport utility vehicles. Black vehicles with white luminescent colors will be used. The name on the vehicles will be "RDU Taxicab Services." Dulles is meeting with the taxicab drivers today. Drivers will have the option to purchase or lease their own vehicles. The Authority is on track to implement the taxicab stand manager concept on January 1, 2003.
- Attorney Tatum announced that four staff members, four Authority members and consultants from the firm of Fentress Bradburn will be traveling December 24, 2002 for the purpose of touring several airport terminals in the U.S., including non-public areas in the terminals. This trip does not constitute an official meeting of the Authority.
- Airport Director Brantley wished everyone a very joyous and happy Thanksgiving.

**ADJOURNMENT** - There being no further business, Chairman Gibbs adjourned the meeting.

Respectfully submitted,

J. Ray Sparrow, Secretary

CORRECT ATTEST:

Kenneth D. Gibbs, Sr., Chairman